



CITY of EVERETT PLANNING DIVISION

COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE APPLICATION (REVIEW PROCESS VA)

INSTRUCTIONS → Submit the following items listed in the checklist below. Use this application for Comprehensive Plan map amendments and the accompanying rezone to implement the map change. The Comprehensive Plan map amendment and associated rezone are considered concurrently under Review Process VA.

<input type="checkbox"/> Fee	See current Fee Schedule for SEPA and Rezone fees posted online. Fees are non-refundable and payable by cash, check or credit card upon application.
Total Fee: \$ _____	
<input checked="" type="checkbox"/> Meeting with Long Range Planning Staff	A meeting is encouraged prior to submitting this application with Long Range Planning staff. To schedule a meeting call (425) 257-8731.
<input checked="" type="checkbox"/> Application	The <i>Comprehensive Plan and Rezone Application</i> must be filled out completely and signed by the owner, applicant, or primary contact. Submit one . See attached.
<input checked="" type="checkbox"/> Map of Site and Surrounding Area	Submit one copy of the Assessor's Map (or equivalent) showing the location. Maps are available from Snohomish County Assessor or Planning Division. PDF's shall indicate what size paper will print to scale if submitting by email or CD. The copy must be legible.

☒ **Narrative Statement
and Comp Plan/
Zoning Information**

1) Prepare a written, typed statement addressing the applicable Comprehensive Plan and rezone criteria. Submit **one** copy. See attached criteria.

2) Complete the following below:

Existing Comprehensive Plan Designation: Single Family (SF)
Existing Zoning: R-2

Proposed Comprehensive Plan Designation: CO
Proposed Zoning: MU

Adjacent Plan Designations

North: CO
South: SF
East: SF
West: CO

Adjacent Zoning

MU
R-2
R-2
MU

☒ **Environmental
Checklist**

Submit **one** signed copy. Must be filled out completely and accurately. The Environmental Checklist form can be found on WA State Department of Ecology's website.

☒ **Notification List of
Property Owners**

All property owners within 500 feet of the property subject to this action. Must be completed per the instructions for compiling the mailing list for Review Process VA. See attached.

☒ **Special Studies**

Traffic, Geotechnical studies, etc., if required by Long Range Planning Manager.

☒ **Submit Application
with this Checklist**

* Email or CD submittal is preferred.

By E-mail: Email all documents to planning@everettwa.gov

In Person or

by Mail: City of Everett Planning Division
2930 Wetmore Avenue, Suite 8-A, Everett, WA 98201



COMPREHENSIVE PLAN AND REZONE APPLICATION

(Attach additional pages if needed)

Name of Applicant Nasser Ahmadnia

Address 8206 2nd Ave NE

City Seattle State WA Zip Code 98115-4012

Phone _____ Alt ph _____

Email _____

Primary Contact (if other than applicant) Jan Hromada

Address PO Box 33024

City Seattle State WA Zip Code 98133

Phone 206-915-3412 Alt ph _____

Email jan@levarchitecture.com

Property Owner(s) Everett 18 LLC

Address 8206 2nd Ave NE City Seattle State WA Zip Code 98133

Property Address or Location 18th st & Mcdougall Ave

Tax Parcel No(s) 00438236303100

Area of Property (acres/sq ft) 0.14 Acre

Legal Description (attach for rezone purposes) EVERETT DIV N PLAT OF BLK 363 D-00 - LOTS 31 & 32

Brief Description of Project The present and historical use of the site is parking. The site is currently zoned R-2, SF and is non-conforming. The proposed designation of MU-CO is appropriate.

• **Authorization:** I am the owner or am authorized by the owner to sign and submit this application. I grant permission for City staff and agents to enter onto the subject property for the sole purpose of making any inspections of the property which are necessary to process this application. I certify under penalty of perjury of the laws of the State of Washington that the information on this application and all information submitted herewith is true, complete, and correct.

Signature  Date _____

Please print name Jan Hromada ☐ Owner ☒ Applicant ☐ Primary Contact

City and State where this application is signed Lake Forest Park, WA
City State

FOR OFFICIAL USE ONLY

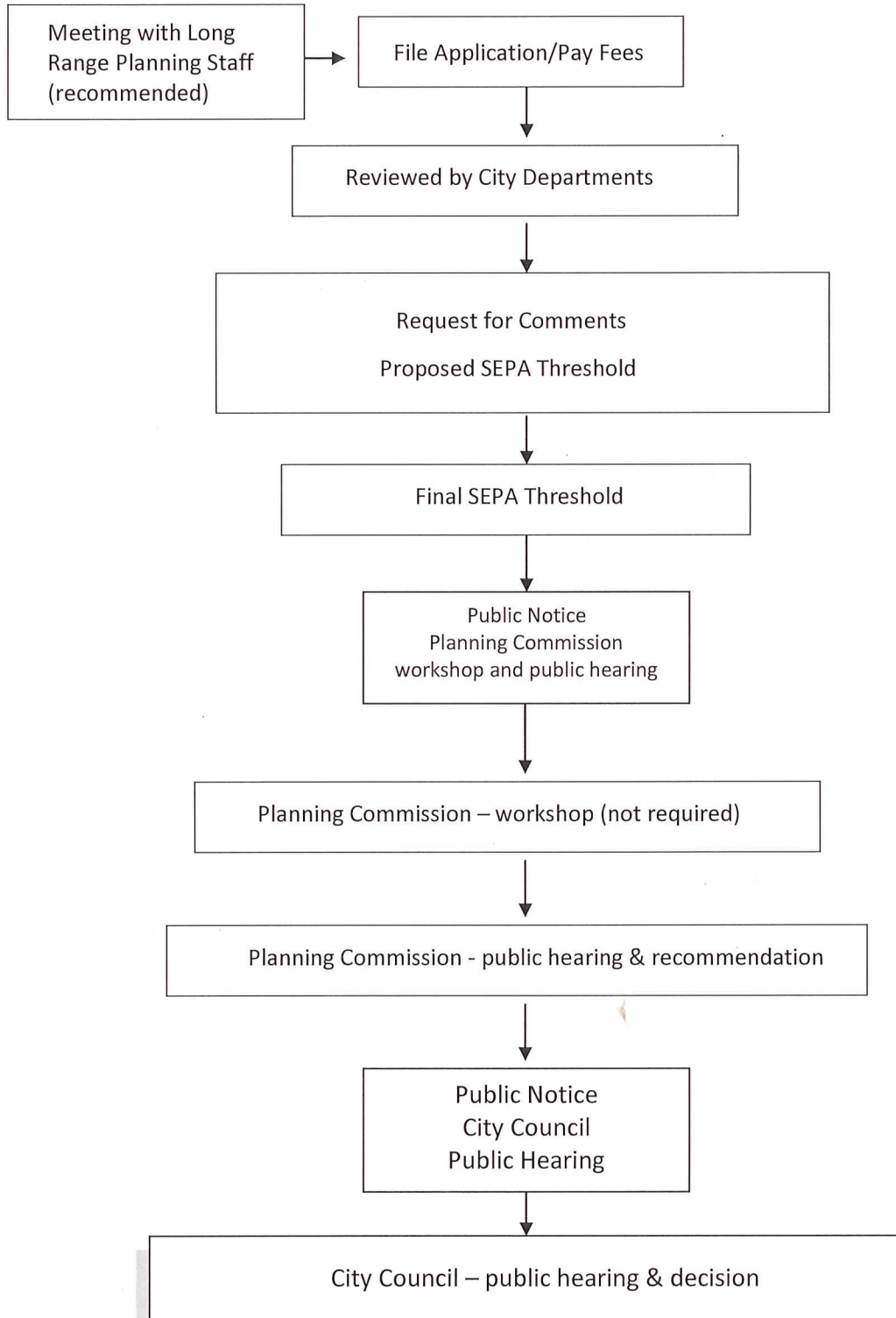
FILE # _____

FEE \$ _____

RECEIPT # _____

Comprehensive Plan Amendment/Rezone Flow Chart – Review Process VA

Under review process VA the Planning Commission makes a recommendation and then the City Council makes the decision. Both actions go concurrently through the public hearing process. A Comprehensive Plan map amendment will not be accepted without a concurrent rezone application.



MAILING LIST INSTRUCTIONS

REVIEW PROCESS III

Why is a mailing list required?

A mailing list is required from the applicant in order for the City to provide required notice to the owners of properties surrounding your project. It is the responsibility of the applicant to obtain accurate ownership information of the properties that must be notified and to provide that information to the City on an Excel mailing list.

Who is required to be on the Excel mailing list? All owners of properties that are within **500 feet** of the subject property.

Where do I get an Excel mailing list?

An Excel mailing list may be obtained from either:

- 1) Snohomish County Assessor's Office (assessor.snoco.org or 425.388.3433)
- 2) or any Title Company

Properties which include condominiums and/or apartments:

When a property includes condominiums, the owner of each unit must be on the mailing list. When a property includes apartments, the owner of the apartments, not the tenants, must be on the mailing list.

Format?

All mailing lists should be created in an Excel spreadsheet document (see example below).

How do I submit?

- 1) Submit the Excel list by email to: planning@everettwa.gov (Include address in subject line.)
- 2) Print out the sent email, the Excel mailing list and a map showing all included properties and submit with your application.

Example of the Excel Spreadsheet Format

NAME	COMPANY	ADDRESS	APT/UNIT	CITY	STATE	ZIP
Jay Smith		123 Grand Ave	Apt #2	Everett	WA	98201

NARRATIVE STATEMENT – EVALUATION CRITERIA

All applications must be accompanied by a separate narrative statement describing how the proposal is consistent with the following criteria and applicable rezone type. Please note that this information is important for the City's evaluation of your proposed Comprehensive Plan map amendment and rezone application.

Comprehensive Plan Policies

Everett's Comprehensive Plan contains the following criteria that provide guidance to decision makers in their review of applications to amend land use designations. Please consider each of the following review criteria and respond to them on a separate piece of paper. The response should identify which of the criteria is being addressed. Where the criteria spells out relevant policies or criteria, found in either the City's Comprehensive Plan or Zoning Code, please reference the relevant section when noting such support for your application. City staff will help with any questions you may have in regard to completing this work.

- 1) The proposed land use designation must be supported by or be consistent with the existing policies of the various elements of the Comprehensive Plan. NOTE: Please refer to Land Use Designations-locational criteria and relevant policies, in the Land Use and Housing chapters.
- 2) Have circumstances related to the subject property and the area in which it is located changed sufficiently since the adoption of the Land Use Element to justify a change to the land use designation? If so, the circumstances which have changed should be described in detail to support findings that a different land use designation is appropriate.
- 3) Are the assumptions on which the land use designation of the subject property is based erroneous, or is new information available which was not considered at the time the Land Use Element was adopted that justify a change to the land use designation? If so, the erroneous assumptions or new information should be described in detail to enable the Planning Commission and City Council to find that the land use designation should be changed.
- 4) Does the proposed land use designation promote a more desirable land use pattern for the community as a whole? If so, a detailed description of the qualities of the proposed land use designation that make the land use pattern for the community more desirable should be provided to enable the Planning Commission and City Council to find that the proposed land use designation is in the community's best interest.
- 5) Should the proposed land use designation be applied to other properties in the vicinity? If so, the reasons supporting the change of several properties should be described in detail. If not the reasons for changing the land use designation of a single site, as requested by the proponent, should be provided in sufficient detail to enable the Planning Commission and City

Council to find that approval as requested does not constitute a grant of special privilege to the proponent or a single owner of property.

- 6) What impacts would the proposed change of land use designation have on the current use of other properties in the vicinity, and what measures should be taken to assure compatibility with the uses of other properties in the vicinity?
- 7) Would the change of the land use designation sought by the proponent create pressure to change the land use designations of other properties in the vicinity? If so, would the change of land use designation for other properties be in the best long term interests of the community in general?

Rezone

Rezoning can be either non-project or performance agreement rezoning. In order to better understand the differences between the two rezoning processes, it is advised that you speak with Long Range Planning staff in advance of responding to this section.

- 1) Which rezoning type are you seeking?
- 2) Address your vision for how the subject property or properties would be used if the rezoning were approved, and how the request, if granted, would benefit the City of Everett and its citizens.

